

CALL TO ORDER

The June 16, 2011 regular meeting of the Macungie Borough Authority was called to order at 7:25 p.m. in Borough Council Chambers, 21 Locust Street, Macungie, PA. Members present were Thomas Kociuba, Jeffrey Stauffer, James Wieder and David Wentz. Also present were Water Operator Douglas McNair, Borough Manager Chris Boehm and Administrative Assistant Cynthia Hartzell. Linn Walker was absent.

APPROVAL OF MINUTES

a. March 10, 2011 meeting

Motion was made by Authority Member Wieder, second by Authority Member Kociuba, to approve the March 10, 2011 minutes as presented. Motion carried: 4 ayes.

CORRESPONDENCE

a. Timothy Miller, Keystone Consulting Engineers, re: 4-Log Treatment extension request – A request to DEP to extend the deadline for compliance to the Groundwater Rule requirement for the 4-log treatment.

b. Pennsylvania Department of Environmental Protection, re: 4 Log Treatment extension granted – The deadline extension was granted to May 1, 2011 for the 4-log treatment requirement.

WATER OPERATOR'S REPORT

Water Operator McNair submitted a 2010 Summary report to the Authority Members. The report is attached to these minutes.

Water Operator McNair reviewed his June 2011 report. He noted the 4 log treatment project is just about completed and both wells are in compliance with the 4-log treatment requirement. The 4-log upgrade at Well #1 has been added to the system. Well #2 will be added to the system in a week or two. Daily testing at the point of entry at both wells is required. Water Operator McNair offered to demonstrate the daily testing at the next meeting.

Water Operator McNair reported leak detection of the water system has started and two small leaks have been found at this time. Water Operator McNair reported the outside of the Hillcrest water reservoir tank was pressure washed and the trees were trimmed around the tank. Water Operator McNair noted the water meter testing program needs to get back on schedule. He suggested the Authority Members consider implementing a program to upgrade the meters using wireless technology in the next 3-4 years. Authority Members were receptive to the idea and will consider the proposal.

Water Operator McNair reported on a water complaint at 702 Brookfield Drive that he determined to be isolated to that property. On a copy of the 2010 annual report to the Department of Environmental Protection, the peak day water use was 468,000 gpd and the minimum day water use was 136,000 gpd. Authority Member Wieder noted the large difference

between the two numbers. Water Operator McNair noted the number is based on the amount of water pumped by the wells which work on an as needed demand which addresses the difference between the peak and minimum day water use.

Borough Manager Boehm reported on the eNETPAY which Council approved. eNETPAY is a service that will allow residents to pay their utility bill by credit card through the Borough website.

TREASURER'S REPORT

There was discussion about some line items that were over budget. One line item is the engineering expense. That led into discussion about the cost of the 4-log project versus the quote from the engineer for the project.

Authority Member Kociuba made a motion to send a letter to KCE about the dissatisfaction with the error in the quote for the 4-log project, second by Authority Member Wieder. Motion carried: 4 ayes

A motion was made by Authority Member Stauffer, seconded by Authority Member Wieder, to approve the May 31, 2011 treasurer's report. Motion carried: 4 ayes

Water Revenue Fund	\$129,674.94
Debt Service Reserve	\$29,520.93
Bond Redemption and Improvements Fund	\$319,062.11
Collection Account	\$3,927.26

Borough Manager Boehm informed the Authority Members about the new billing process for the water/sewer/refuse bills. Due to problems with unpaid bills from tenants and landlords not accepting responsibility for the unpaid bill as the property owner, Council has approved the utility bills to only will be in the property owner's name and sent to the property owner.

NEW BUSINESS

a. Resolution 2011-1, Amendment of Resolution 2010-1 – This resolution adds definitions and computation of the water fees.

Authority Member Wieder made a motion to adopt Resolution 2011-1, second by Authority Member Wentz. Motion carried: 4 ayes

b. Budget Transfers - A motion was made by Authority Chair Stauffer, second by Authority Member Wieder, to approve the following budget transfers. Motion carried: 4 ayes

- \$230.88 from 06.448.460 (Seminars) to 06.448.230 (Fuel Oil)
- \$321.99 from 06.448.213 (Small Equipment) to 06.448.249 (Hydrant/Distribution Supplies)
- \$963.37 from 06.448.260 (Minor Equipment) to 06.448.239 (Pump Maintenance)
- \$62.72 from 06.448.314 (Legal Expenses) to 06.448.341 (Advertising)

- \$243.24 from 06.448.210 (Office Supplies) to 06.448.342 (Printing)
- \$438.31 from 06.448.373 (Building Repairs) to 06.448.384 (Rentals)
- \$661.10 from 06.448.374 (Vehicle Repairs) to 06.448.250 (Maintenance & Repair Parts)

c. Authority Member Kociuba suggested each Authority Member have a Borough email address. He had an email bounce back because a Member's email address had changed. Water Operator McNair is the Borough's computer person and he will be able to add email addresses for the Authority Members if they so choose.

Authority Member Kociuba made a motion to setup an email address for each Authority Member under the Borough's account, second by Authority Chair Stauffer. Motion carried: 4 ayes.

Water Operator McNair will work on this item.

UNFINISHED BUSINESS

a. Water Department Emergency Response Plan - Water Operator McNair submitted the plan to DEP. The Borough's DEP Sanitarian noted some changes to make to the plan. Water Operator McNair will work on the changes for the next meeting.

ADJOURNMENT

The next meeting will be September 8, 2011 at 7:30 pm. Hearing no further business to be brought before the Authority, the meeting was adjourned at 7:50 pm.

Respectfully submitted,

Cynthia Hartzell
Secretary